

GRC Occupational Health and Safety Training

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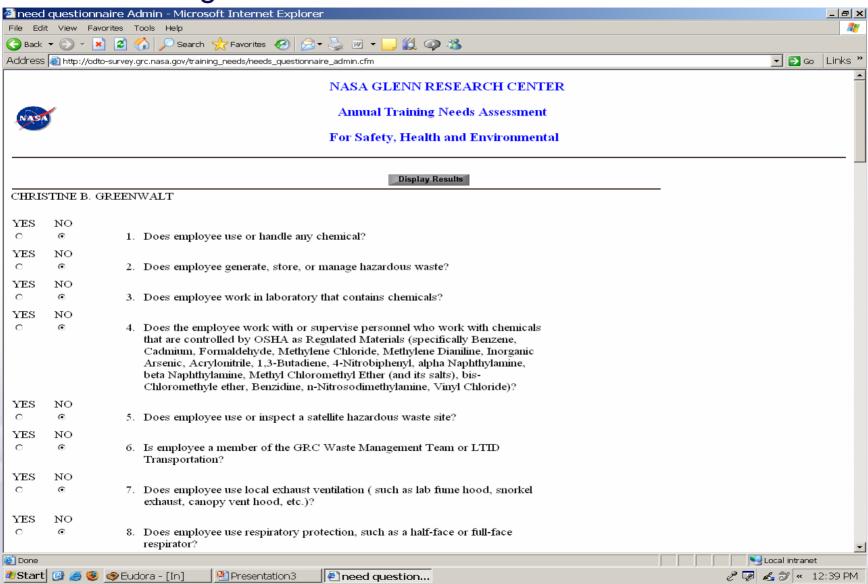


Training Identification Process Flow

- Training Needs Assessment
 - Questionnaire (predominantly internal courses)
 - NSTC course request
 - Supervisor Review utilizing course matrix
- Training calendar
 - Indicates when course is scheduled
 - Is searchable
- Supervisor Reports

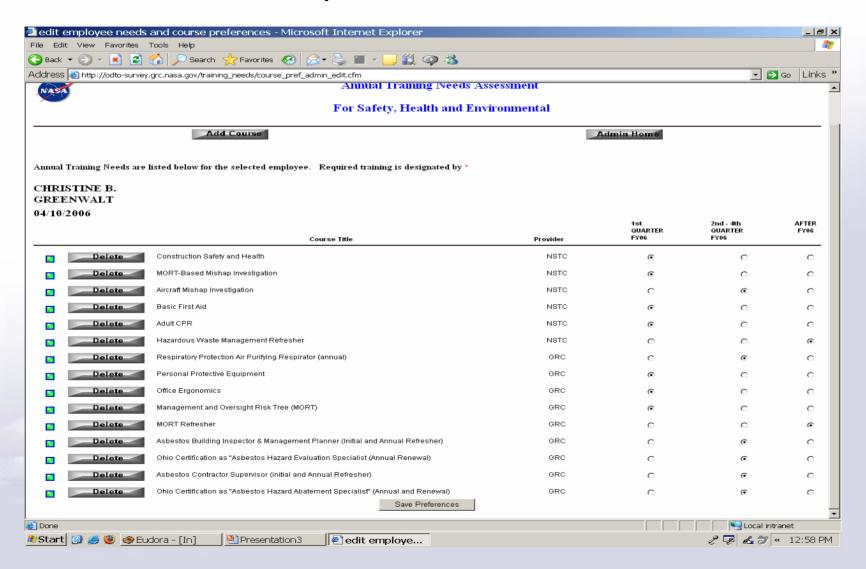


Training Needs Assessment – Questionnaire





Supervisor Review





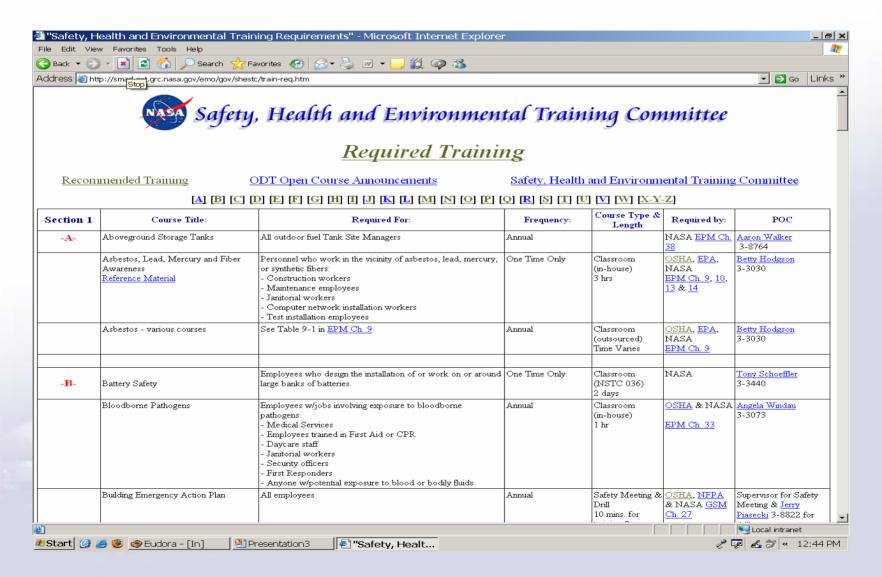
Course Matrix

Course Matrix

- Course matrix corresponds to questionnaire
- Provides description
- Provides links to presentation material
- Type of work the training for which training is required
- Frequency
- Course Type and length (in-house, NSTC, etc)
- Requirement
- Provides points of contact

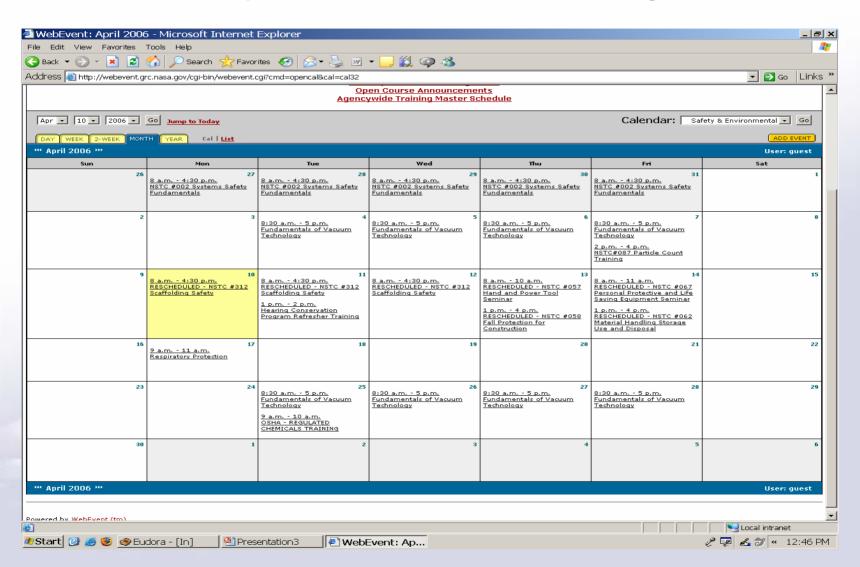


Course Matrix



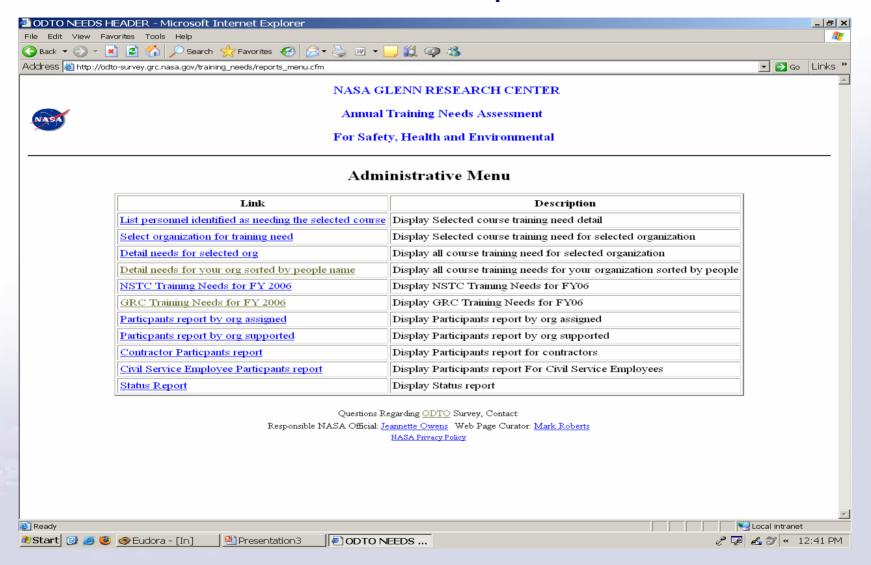


Health, Safety and Environmental Training Calendar



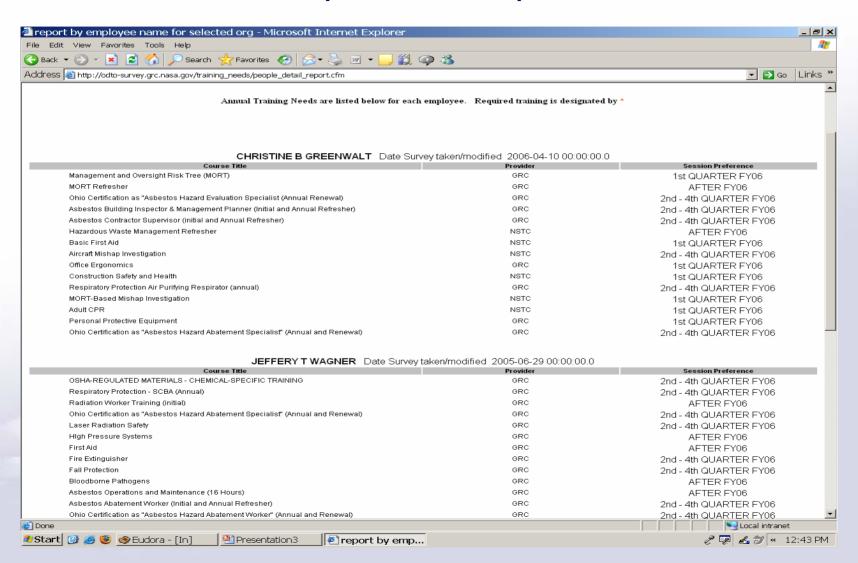


Various Reports





Supervisor Report





Computer Program Information

- The database is Oracle
- The application is written in Cold Fusion



Tracking Training

- Occupational Health Branch uses Access to track training in the respirator and hearing conservation program.
- Visual Basic computer program within Access that allows the capability to sort enrollees and sent e-mail notifications.



Contact Information

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